

<div>0 = Not Relevant</div> <div>1 = Enables Performance of the Responsibility</div>			BASIC KNOWLEDGE OF:		Criticalities	
			G. Department strategy and tactics.	G	11.13	7.66
			H. Proper distribution and deployment of resources.	H		
			C. Meet and confer contracts between the City of Houston and Houston Professional Fire Fighters Association (HPPFA).	C	7.63	
			L. Federal Right to Privacy Act.	L	6.29	
			E. Rules promulgated by the Texas Commission on Fire Protection Education and Standards.	E	5.76	
			B. F.L.S.A. Laws.	B	5.70	
			A.7. Texas Local Government Codes.	A7	5.33	
			A.6. Texas Task Force Responder Protocols.	A6	5.29	
			RESPONSIBILITIES			
			Q. Presents programs to the community on safety and fire prevention topics.	Q	6.98	

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1 = Enables Performance of the Responsibility		City Ordinances	Texas Public Information Act	Robert's Rule of Order	Fire Department fiscal and budgetary matters	City of Houston Purchasing and Budget Procedures	E. Firefighting strategy and tactics.	I. Utilization of personnel and equipment resources	D. Problem solving techniques.	B. Supervision techniques and practices.			
RESPONSIBILITIES		5.18	3.63	3.15	3.11	2.69	17.31	14.42	14.34	14.34			
E. Responsible for the safety of HFD members during the performance of assigned duties.	E						1		1		1	1	
A. Supervises the emergency response of their assigned apparatus to ensure safe and timely response to alarms.	A						0.6		0.8		1	1	
AA. Maintains proper staffing for all apparatus assigned to their station.	AA												
BB. Reports staffing level to the appropriate superior officer in a timely manner.	BB												
U. Maintains a high level of preparedness through knowledge and skills to deal with all possible types of emergencies.	U						1		0.8		0.8	0.8	
D. Provides first-line supervision of probationary fire fighters, fire fighters, and engineer/operators involved in the mitigation of emergencies.	D						1		1		1	1	

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		I. City Ordinances		J. Texas Public Information Act		D. Robert's Rule of Order		K. Fire Department fiscal and budgetary matters		F. City of Houston Purchasing and Budget Procedures		E. Firefighting strategy and tactics.		I. Utilization of personnel and equipment resources		D. Problem solving techniques.		B. Supervision techniques and practices.					
		5.18	3.63	3.15	3.11	2.69	17.31	14.42	14.34	14.34	17.31	14.42	14.34	14.34	17.31	14.42	14.34	14.34	17.31	14.42			
C. Sizes-up the scene at emergency medical calls, as a first responder, in order to begin providing needed emergency medical intervention to mitigate the problems encountered within the HFD guidelines.	C	18.66										0							1	1			
B. Sizes-up the scene of fire situations in order to employ proper tactics needed to mitigate the problems encountered.	B	18.54										1							1	1			
CC. Maintains the station Captain's log while on duty and log any pertinent information about the current day's activities.	CC	17.60																	0.2	0.75			
X. Communicates all pertinent information about matters that occurred, while on duty, to one's relief member at the next shift change.	X	17.17																	0.6	0.8			
DD. Maintains the personnel records of members assigned to their station and shift.	DD	16.93																	0.4	0.6			
HH. Educates self and subordinates to perform duties and responsibilities of the next higher rank.	HH	16.62																	1	1			

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		5.18	3.63	3.15	3.11	2.69	17.31	14.42	14.34	14.34	0	0	0	0	0	0	0	0	0	0	0	0
RESPONSIBILITIES		Criticalities																				
V. Completes required reports and forms.	V	16.29																				
G. Provides leadership in the proper placement of hose lines to ensure an effective fire attack, which will confine and extinguish hostile fires in order to prevent, stop, or lessen the loss of life and property.	G	16.06																				
GG. Provides counseling and maintains discipline for all subordinate members by enforcing and complying with HFD guidelines, rules and regulation, and all applicable City policies.	GG	15.43																				
H. Provides leadership in performing search and rescue operations, which assist victims who may have become unconscious, trapped, lost, or otherwise unable to escape a hostile environment unassisted.	H	15.25																				
O. Safeguards all department property from abuse or waste.	O	14.60																				

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I. Coordinates activities with other responding crews so that teamwork is accomplished and the emergency is brought under control with minimal effort and resources and in the safest way possible.	I		14.58																
Z. Assists in training new employees.	Z		14.54																
N. Conducts overhaul operations to ensure complete extinguishment of fire, make a final search for victims, and save any property that can be saved.	N		14.22																
J. Secures hazardous areas to provide safety for citizens and emergency personnel.	J		13.95																
T. Directs and supervises general maintenance work in the upkeep of apparatus, facilities, equipment; and grounds around station; supervise minor repairs; washing and drying hose; washing, cleaning, waxing, maintaining and testing apparatus and equipment.	T		13.80																
W. Maintains inventories of all station, apparatus, and equipment.	W		13.59																

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		Criticalities										14.34 D. Problem solving techniques.	
		5.18 I. City Ordinances.										17.31 E. Firefighting strategy and tactics.	
		3.63 J. Texas Public Information Act.										14.42 I. Utilization of personnel and equipment resources.	
		3.15 D. Roberts Rule of Order.										2.69 F. City of Houston Purchasing and Budget Procedures.	
		3.11 K. Fire Department local and budgetary matters.										1 1	
		12.09 K										0.2 0.8	
		11.95 II										0.8 0.8	
		11.84 EE										0.8 0.8	
		11.54 S										0.8 0.8	
		10.26 Y										0.2 0.8	
		9.06 FF										0.8 0.8	
		8.53 P										0.8 0.8	

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2. Texas Public Information Act																																			
3. Robert's Rule of Order																																			
4. Fire Department Role and Property Matters																																			
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